

111th District #2 Integrating Committee Minutes

June 5, 2009 – 9:00 a.m.

Springfield Township
Allan Paul Room
9150 Winton Road
Cincinnati, OH 45231

Board Members Present	Board Members Absent
William Brayshaw – Hamilton County Engineer	Robert Bemmes – Mayor of Reading
Daniel Brooks – Mayor of North College Hill	Thomas Hart – Hart & Gersbach
Thomas Bryan – Springfield Township Trustee	
Lea Eriksen – City of Cincinnati – Budget Director	
David Holmes – City of Cincinnati – Asst. City Manager	
Michael Moore – City of Cincinnati – Dir. Trans. & Engr.	
Joseph Sykes – Miami Township Trustee	
Alternates Present	Alternates Absent
Ted Hubbard – Hamilton County Engineer's Office	Rex Bevis – Village of Mariemont Councilman
	Joe Gray – City of Cincinnati
	Tim Jamison – City of Cincinnati
	David Krings – Village of Lockland
	Scott Stiles – City of Cincinnati
	Stephanie Stoller – City of Blue Ash Councilwoman
Support Staff Present	Organization
Bill Shefcik	City of Cincinnati
Bryan Williams	City of Cincinnati
Dick Cline	City of Cincinnati
Greg Long	City of Cincinnati
John Knuf	City of North College Hill
Bob Bass	Delhi Township
Cathy Listermann	Hamilton County Engineer's Office
Doug Riddiough	Hamilton County Engineer's Office
Eric Beck	Hamilton County Engineer's Office
Joe Cottrill	Hamilton County Engineer's Office
Rob Molloy	Sycamore Township
Guests Present	Organization
Ben Amick	EMH & T
Stephen Farst	EMH & T
Patrick Ashcraft	Hamilton County Engineer's Office

Meeting Called To Order / Introductions:

- ◇ Chairman Brayshaw called the 111th District #2 Integrating Committee Board Meeting to order at 9:08 a.m.

Chairman Brayshaw welcomed everyone and noted the newest Board Members and their Alternates. In attendance was Board Member Michael Moore, who was appointed by the City of Cincinnati. He replaced Board Member Eileen Enabnit who served on the District #2 Integrating Committee for the past 6 years. The following appointments were also acknowledged:

- o Board Member Thomas Hart (Hart & Gersbach) – Replaced Board Member Dick Huddleston who served on the District #2 Integrating Committee for the past 13 years. The appointing authority is the Board of Hamilton County Commissioners.
- o Alternate Board Member Tim Jamison (City of Cincinnati) – Replaced Alternate Board Member Don Rosemeyer who served on the District #2 Integrating Committee for the past 5 years. The appointing authority is the CEO of the largest municipality.
- o Alternate Board Member David Krings (Village of Lockland) - Position open for past the past 3 years. The appointing authority is the Board of Hamilton County Commissioners.

Approval of Minutes:

Board Member Brooks moved to approve the minutes of the 110th District #2 Integrating Committee Meeting dated December 5, 2008; seconded by Board Member Bryan and the motion carried.

District Liaison Items:

♦ Appointment of NRAC Members

Mr. Cottrill pointed out there was a need for the District #2 Integrating Committee to appoint the following candidates to the Natural Resource Assistance Council (NRAC):

- o Cameron Ross – City of Cincinnati - Group 2 – Replaces Larry Falkin
- o K.D. Rex – Hamilton County Regional Planning Commission - Group 5 – Replaces Ron Miller

Mr. Cottrill requested the District #2 Integrating Committee to appoint the recommended candidates to the NRAC.

Board Member Bryan moved to appoint the recommended candidates to serve on the NRAC for a three-year term ending in the Fall of 2012; seconded by Board Member Eriksen and the motion carried.

♦ NRAC Nominations

Mr. Cottrill reported the need to replace or nominate three members to the NRAC. He suggested that a Nomination Sub-Committee be formed and that nomination period would take place between June 20, 2009 and September 19, 2009. He indicated that once the members have been nominated the final approval would be required at the next District #2 Integrating Committee meeting, which is scheduled to be held on December 4, 2009.

Support Staff Items: (Handouts Distributed)

♦ 2009 Economic Health Ratings Annual Update

Mr. Cottrill submitted to the District #2 Integrating Committee the annual update for the 2009 Economic Health Ratings. He provided an overview and reported that within Table 10A the jurisdictions noted in red text lost position and the jurisdictions noted in green text gained position. He explained that when a jurisdiction loses position it received less points in that category because the jurisdiction is in better economic condition. When a jurisdiction gains position it receives more points because the jurisdiction is in worse economic condition. Mr. Cottrill noted the City of Harrison, the Village of Newtown, Colerain Township and Columbia Township lost position

and fared better economically. Green Township, the City of Deer Park, the Village of Cleves and the unincorporated area of Hamilton County gained position and showed they were getting worse economically. Mr. Cottrill also shared that jurisdictions within the 2 and 4 point range are able to obtain 0% loans in taking a reduced term in number of years, whereas jurisdictions within the 6, 8 and 10 point range are able to obtain a 30 year 0% loan if they would desire. *(Copy of Report Distributed)*

Mr. Cottrill requested the District #2 Integrating Committee to approve the proposed 2009 Economic Health Ratings in the order of total points and rating points as submitted:

Board Member Brooks moved to approve the proposed 2009 Economic Health Ratings in the listing order and the points for each jurisdiction; seconded by Board Member Moore and the motion carried.

◇ **Round #24 Project Selection Criteria/Rating Methodology for Program Year 2010**

Mr. Cottrill provided an overview of the "Proposed Section Criteria/Rating Methodology" for Program Year 2010. He noted that the deleted text is shown in strikethrough mode, along with the recommended revisions in red text. *(Copy of Selection Criteria/Rating Methodology Distributed)*

Board Member Brooks referenced Page 6 under Item #14 of the handout. He indicated that he is currently the jurisdiction C.E.O. and suggested the following bold text to be included: "A registered Professional Engineer **and jurisdiction C.E.O.** must certify (sign and seal) the appropriate documentation". He explained the C.E.O. could possibly come back and say they didn't know their Professional Engineer signed off on the document. After further discussion, it was agreed **not** to include **and jurisdiction C.E.O.** language and to leave the document as submitted.

◇ **Round #24 Rules & Regulations Handbook**

Mr. Cottrill provided a brief explanation of the Proposed "Rules & Regulations Handbook" indicating the deleted text shown in strikethrough mode, along with the recommended revisions in red text. *(Copy of Rules & Regulations Handbook Distributed)*

Board Member Moore referenced Page 7 under "Authorizing Legislation" and "Capital Improvement Report" (CIR) of the handout. He suggested including the designated time that it needs to be on file with the District Liaison. Mr. Cottrill stated that he would change both items within the document to read that it "Must be filed by **4:00 p.m.** on the third Monday of November of each year with the District Liaison".

Board Member Brooks suggested that when the District #2 Integrating Committee votes on the proposed documents it should be approved as amended. All Board Members were in agreement to this suggestion.

Board Member Holmes referenced Page 7 under "Capital Improvement Report" of the handout. He suggested including the following bold and underlined text: "The application will not be considered for funding, regardless of its priority listing, if the CIR is not filed by **4:00 p.m. on the third Monday of November of each year with the District Liaison.**"

◇ **Round #24 Submission Checklist for State of Ohio Capital Improvement Grant Applications**

Mr. Cottrill provided a brief explanation of the proposed "Submission Checklist" indicating the recommended revisions in red text. *(Copy of Submission Checklist Distributed)*

Board Member Bryan referenced "Enabling Legislation" of the handout. He suggested that it should be signed by the appropriate official rather than by the Clerk. He referenced that within the "Handbook" under "Authorizing Legislation" that it must be signed by either the jurisdictions' Chief Fiscal Officer or Clerk. All Board Members were in agreement to be consistent in both documents. After further discussion, it was recommended by Board Member Brooks to read consistently in both

the "Handbook" (Page 7) and "Submission Checklist" to be signed by the following: **"Signed by Appropriate Official"**. Also as referenced within the "Handbook" that it must be submitted by 4:00 p.m. on the third Monday in November (November 16, 2009).

Board Member Eriksen also recommended under the signature line at the bottom of the form to include another line for the printed name as well as a title line.

◇ **Round #24 Proposed 2010 Schedule**

Mr. Cottrill provided a brief overview of the proposed 2010 SCIP/LTIP Funds Schedule for Round #24. *(Copy of Schedule Distributed)*

◇ **Proposed Motions**

Mr. Cottrill provided information and entertained open discussion regarding the following motions: *(Copy of Proposed Motions Distributed)*

Motion #1 to allow changes to loan applications...

Move to allow jurisdictions, upon request of the District Support Staff, to change percentage of local match only for loan applications to permit the district to meet minimum loan requirements.

The Support Staff recommends this motion to be made permanent.

Motion #2 to change splitting of project policy...

Move to change the current policy of requiring a \$2,000,000 construction cost to \$2,000,000 request before a project can be considered for splitting the project over (2) funding rounds. The project also would be required to need (2) construction seasons to be built.

The Support Staff recommends this motion be adopted.

After much discussion and debate, Board Member Books entertained the following motion...

Board Member Books moved to table proposed Motion #2 until there is more clarification; seconded by Board Member Bryan and Motion #2 was tabled.

◇ **Additional Support Information**

Mr. Cottrill provided a brief explanation of the proposed "Additional Support Information" indicating the deleted text shown in strikethrough mode, along with the recommended revisions in red text. *(Copy of Additional Support Information Distributed)*

Board Member Bryan referenced Page 3 and suggested the word "when" be deleted under Question #10.

With no further discussion, Mr. Cottrill requested that the District #2 Integrating Committee approve the recommended revisions and amendments as noted above for the Round #24 Rating Methodology, which includes all proposed attachments.

Board Member Brooks moved for the adoption of the Round #24 "Project Selection Criteria/Rating Methodology for Program Year 2010", the "Rules & Regulations Handbook", the Submission Checklist for State of Ohio Capital Improvement Grant Applications", the SCIP/LTIP Program Year 2010 Schedule", "Motion #1 – To allow changes to loan applications" and "Additional Support Information", which includes approval of all recommended revisions and amendments as noted; seconded by Board Member Bryan and the motion carried.

Small Government Sub-Committee Update:

- ◇ Mr. Cottrill announced that District #2 Small Governments received the following projects:
 - 1) Village of Lockland – Lock Street Bridge Replacement - \$796,000
 - 2) Village of Fairfax – Spring Street Storm Sewer Project - \$166,000
 - 3) Village of Elmwood Place – Oak Street Improvements - \$260,000
- ◇ Board Member Bryan announced that after six years of service to the Small Government Sub-Committee, that he was term limited as of March 2009.

Chairman Brayshaw and other Board Members thanked Board Member Bryan for his service.

Old Business

- ◇ Nothing to Report.

New Business:

- ◇ Mr. Cottrill reported that he received from OPWC the Round #24 Program Year Allocations & Program Guidelines, including an Advisory. (*Copies of Documentation Attached to Minutes*)

Mr. Cottrill noted there would be no double funding in SCIP for Round #24. He indicated that while Round #24 has increased stimulus allocations, it does not have any accelerated components. Therefore, the SCIP allocation for next year would return to grants in the amount of \$7,545,000. The minimum SCIP Loan Credit (20%) obligation would be \$1,549,000. The maximum SCIP Grants (80%) would be \$6,196,000. There would also be a RLP Allocation (Loan) in the amount of \$2,324,000. Mr. Cottrill stated the LTIP allocation for next year would receive \$11,599,000, which is considerably higher and then after next year it returns to the normal levels for both programs.

Mr. Cottrill also shared information regarding the Advisory IV from the OPWC, specifically the following policy statement:

Public Improvements: All Commission funded work must be owned and maintained by the local subdivision. Work not on public property or right-of-way, including water and sewer laterals, are ineligible for Commission assistance.

After further discussion, Chairman Brayshaw requested the Support Staff to gather questions for clarification by the OPWC as it relates to utilities. Further that questions are answered very clearly, with the emphasis that we need to encourage coordination of projects in order to get the underground work done before or part of the work on the surface of the project.

- ◇ Mr. Cottrill reported that we have received additional funds through the State Economic Stimulus package; not the Federal Economic Stimulus. He noted that monies were channeled through LTIP and with the Round #23 list the following (9) additional projects were funded: (*Copy of Spreadsheet Distributed*)
 - 1) City of Springdale – State Route 4 – Southbound Lane Addition
 - 2) Hamilton County – Rich Road & Highland Avenue
 - 3) City of Cincinnati – Winton Road Improvement
 - 4) Village of Fairfax – Wooster Pike Improvement
 - 5) City of Cincinnati – McMillan Avenue West Safety Improvement & Rehabilitation
 - 6) City of Loveland – South Second Street Improvement
 - 7) Village of Evendale – Glendale Milford Road Improvement

8) City of Cincinnati – Hyde Park Neighborhood Street Rehabilitation

9) Hamilton County – Five Mile Road Rehabilitation

Next Meeting Date:

- ◇ The next meeting date will be conducted on Friday, December 4, 2009 at 9:00 a.m. at the Springfield Township Allan Paul Room. The purpose of the meeting is to set the priority listing of the Round #24 projects and to appoint three NRAC members.

Adjournment:

Chairman Brayshaw moved to adjourn the 111th District #2 Integrating Committee meeting; seconded by Board Member Brooks and the meeting adjourned at 10:30 a.m.

Respectfully submitted,



Cathy Listermann
Recording Secretary